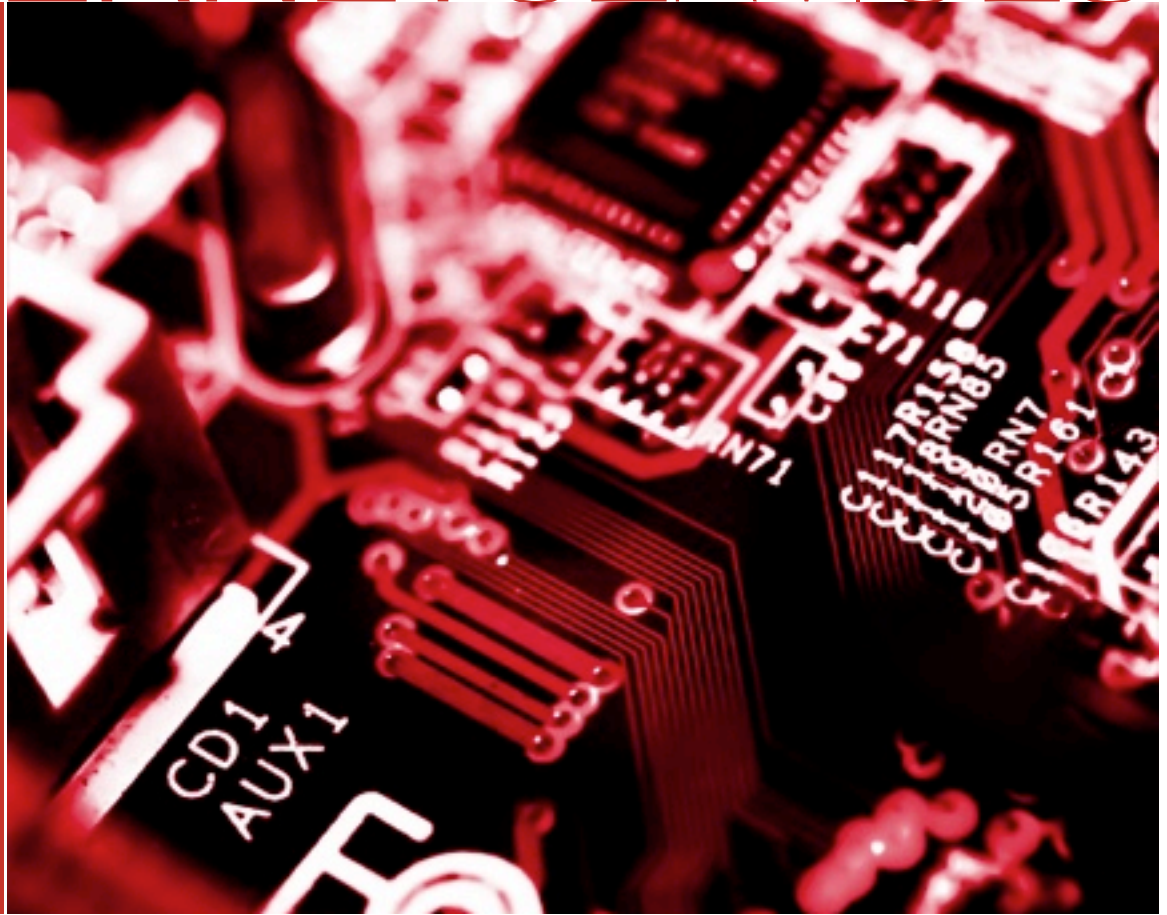


INTERNET SERVICES

Provides students with a working knowledge of Internet terminology and services including e-mail, WWW browsing, search engines, ftp, file compression, and other services using a variety of software packages. Provides instruction for basic web page construction.



ITE 130 Internet Services Rappahannock Community College

Taught by Michael Greene

Ever wonder how that email gets from your computer to mine so darn fast? Are you interested in the incredible technologies that make up the World Wide Web? Then have no fear, you're in the right place.

ITE 130 provides students with a working knowledge of Internet terminology and services including e-mail, WWW browsing, search engines, ftp, file compression, and other services using a variety of software packages, and provides instruction for basic web page construction.

We've got 10 weeks to cover the whole Internet, let me tell you, it's getting pretty big so there's a

lot to cover. We'll start at the beginning with the history of the Internet back in the 60's and move forward from there. There are some core services that deserve some special attention like email and ftp but there are also many new technologies that add a little more 'fun' to the web. We'll talk about it all.

One thing you will notice is that there isn't a book this semester. Not only an attempt to save you money, not having a book means you will be discovering new concepts on your own by actually doing them instead of just reading about them.

At the end of the semester you will have created your own textbook for this class. (It sounds like a lot of work but it's actually pretty fun).

This is a fast-paced class that has to cover a lot of information. ten weeks is a short journey but I think you will learn a lot along the way. If you're ready to start understanding how the Internet works and how to really use the World Wide Web, you're right where you need to be, in ITE 130.

ITE 130 Internet Services Syllabus

Taught by Michel Greene

Course Credit:

Lecture: 3 hours Distance Learning format
Credit: 3 semester hours

“ This is a fast-paced class that has to cover a lot of information.”

Michael Greene

Course Objectives

This course is designed to provide students with basic skills relating to personal and business Internet applications. Upon completion of the course, the student will be able to use a variety of Internet resources and applications, including search engines, e-mail and web page editors. Students will use web browsers and many different websites. Students will participate in on-line chats, e-mail and on-line research activities.

material includes all hands on activities, readings, photos, graphs, and tables. Key terms are defined for each chapter – the student should be familiar with the spelling, definition, and usage of these terms.

The student is expected to keep up with his/her course work, and, if necessary, consult with the instructor as needed during office hours for additional help.

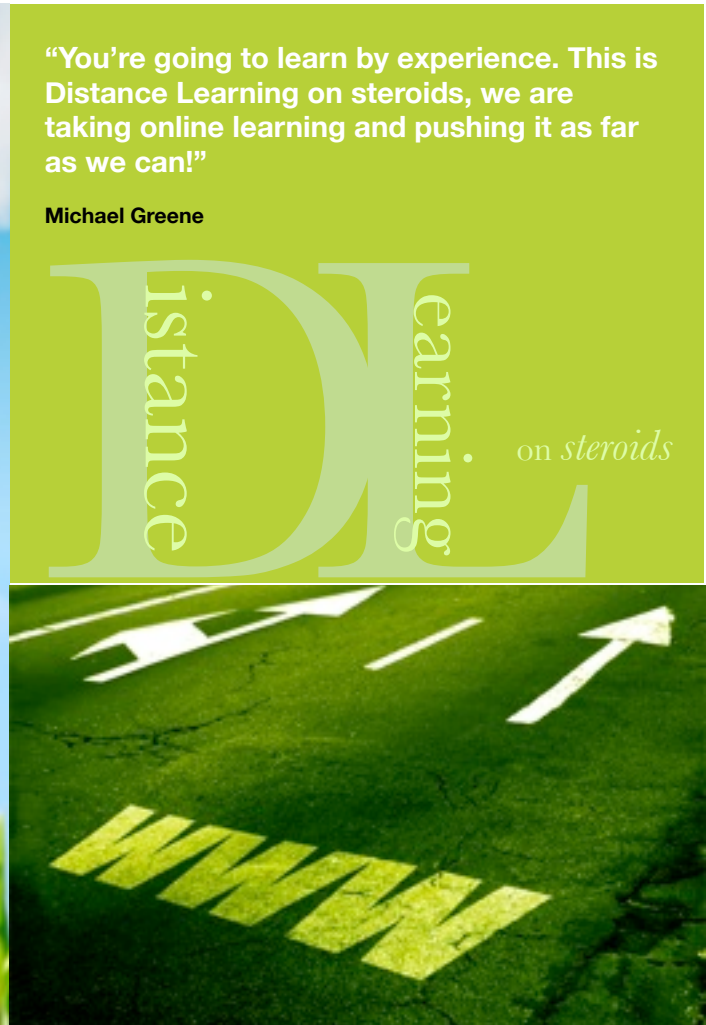
Method of Instruction

Course is taught through Blackboard, and supplemented through a combination of hands-on exercises and some electronic lectures. Hands on computer exercises, web readings, electronic lectures and discussions, text readings/projects, analysis of current events are all used, to cover the material. Important concepts are outlined at the beginning and summarized at the end of each unit. The student should understand and be able to elaborate on these concepts based on lecture, text, and laboratory information and recreate the electronic documents presented in the text, as well as develop new documents per guidelines offered. Text

Supplies and Equipment:

- USB Flash Drive
- Computer with Internet connection (High-Speed preferred)
- Open and willing mind





“You’re going to learn by experience. This is Distance Learning on steroids, we are taking online learning and pushing it as far as we can!”

Michael Greene

Distance Learning on steroids

ITE 130 Internet Services Syllabus

Taught by Michael Greene

Instructor Accessibility

My office is on the Glens Campus and I am available by appointment. I am happy for you to stop by anytime to discuss any questions or problems your having in class or to just enjoy a cup of hot tea.

Phone: 804.758.6878

AIM/Twitter/facebook: profmikegreene

MSN/Email: mgreene@rappahannock.edu

Grading And Evaluation

A	at least 90% of total points (900)
B	at least 80% of total points (800)
C	at least 70% of total points (700)
D	at least 60% of total points (600)
F	below 60% of total points (599 or less)

Projects (4)	300 points
Blog Posts and Critical Thinking (~30)	250 points
Knowledge Checkpoints (6)	150 points
Tests (2)	300 points
Total Points Possible	1000 points

Project Deadlines:

Test 1 and Project 1 – Week 4

Test 2 and Project 2 – Week 6

Projects 3,4 – Week 8

Critical Thinking - Fridays

Blog Posts - Fridays

Blog Comments - Sundays

Knowledge Checkpoint - Fridays

I do **NOT** accept late work:

ITE 130 Internet Services

Syllabus

Taught by Michael Greene

Examinations:

Examination dates will be announced at least 1 week in advance. **Any student not taking an examination at the prescribed time, without prior approval from the instructor, will receive a grade of 0%.** Prior approval will be granted for *extraordinary* circumstances *only*; for example, non-emergency medical care is *not* an extraordinary circumstance.

Academic Integrity:

Cheating, dishonesty, and plagiarism are examples of breaches of academic integrity and will not be tolerated. Punishment for violations will be swift and severe ranging from awarding a lower or failing grade for an exam or the course by the instructor to dismissal from the college by the president. Student conduct and disciplinary procedures are addressed in the Student Handbook.

Honor Code:

Rappahannock Community College has an Honor System whose purpose is to strengthen the student's foundations for academic achievement by establishing guidelines for personal conduct. It is the responsibility of students to be aware of the rules (refer to the Student Handbook), and to monitor the activities of their peers with respect to the Honor Code and report any violations thereof.

Blackboard Website:

Grades and other materials of interest will be available at the Blackboard Website for ITE 130. Any registered student may access this by using the Student Logon button at www.rcc.vccs.edu on the Internet. If you do not have Internet access at home, you may access Blackboard from the Success Labs on the RCC campuses. See staff in these labs, or your instructor, for help in accessing the site.

Withdrawal Policy:

Faculty Reporting of No Shows and Withdrawal for Nonattendance: Students who are registered for a course but do not attend or make contact with the instructor during the drop/add period must be reported to the Admissions and Records Office. The "no show" students will be dropped from the course roster by the Admissions and Records Office.

Up until the withdrawal date for the semester, students who stop attending a course, miss more than 20 percent of the class, or fail to maintain contact with the instructor must be withdrawn by the course instructor.

Student Withdrawal from a Course:

A student may withdraw from a course without academic penalty within the first nine weeks after the beginning of a semester and receive a grade of "W." For withdrawals after nine weeks, the student will receive a grade of "F" except under mitigating unavoidable circumstances which must be documented.

Basis for Evaluation and Revision of Course:

Students in synchronous classes will be provided with an anonymous survey questionnaire at the end of the course that will ask each student to evaluate the instructor and the course and make comments and suggestions. Asynchronous class surveys are completed online. Survey results will be used to revise and improve the course.

Emergency Evacuation Plan:

In each classroom, laboratory or other places where students are assembled for the purpose of instruction, a fire evacuation plan will be posted indicating the direction of travel from the room in the event it becomes necessary to evacuate the building as a result of fire or other emergency. This plan will be posted in a conspicuous place near the exit from the room.

Whenever the fire alarm sounds, the building will be evacuated. The instructor will ensure the fire door is closed upon leaving the area (doors with automatic closures on them). Instructors are also responsible for assisting disabled students.

If a classroom does not have an evacuation plan posted, the student or instructor should notify the academic dean.

Special Request:

It is important to RCC that all students have a learning environment that is conducive to their needs.

Therefore, any student who feels that they may need some type of accommodation in order to make this class a successful setting, should go to the Counseling Office on either campus for information about applying for services and accommodations. You will need to provide current documentation of your disability and recommended accommodation for that disability. For additional information refer to "Student Services" on the RCC website and look for "Students with Disabilities."

College Closing Information:

The College will be open unless an official closing is announced. If it is necessary to cancel or delay the opening of the college, the decision will be announced over radio and television stations serving the college region.

ITE 130 Internet Services Syllabus

Taught by Michael Greene



"I am very passionate in everything I do including teaching and media creation. I hope to impart some of that passion for media into each student I come in contact with."

Michael Greene

fervent knowledge in many other subjects including Photography, Image Manipulation, Information Technology, Video Production, New Media, and anything Apple.

I help support all of the Apple systems we deploy at the College and I'm proud to say those numbers are growing every semester, especially as our student population migrates from Windows to Apple based systems.

Some of my personal interests include music and playing guitar, movies, golf, soccer, public speaking (its weird I know), and StarCraft. I am happily married to my college sweetheart, a wonderful and beautiful woman.

I am very passionate in everything I do including teaching and media creation. I hope to impart some of that passion for media into each student I come in contact with. After taking this class you will be prepared for a world that revolves around media, you will leave with the skills necessary to take part in the 21st-century.

I'm very interested in the future, the world is changing and I eager to learn how we will solve the environment, education, and communication crises. I think you will really enjoy this class if you actively engage in the activities each week and have a positive outlook while interacting with your fellow students.



Professor Michael Greene

I like short walks between holes on the golf course and a good conversation over a cup of hot tea.

Instructor Information Michael D Greene II

I am the Webmaster and iTunes U Administrator at RCC, but I also have the pleasure of teaching in the ITE department as an Adjunct. I enjoy many aspects of working here at the college including passing my knowledge onto others.

My Undergraduate studies were done at Radford University where I received a B.S. in Media Studies. I specialize in Web Design but have a